

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
September 16TH, 2019
7:00 PM VILLAGE HALL

President Vaillencourt called the regular meeting of the Manchester Village Council to order at 8:00pm with the Pledge of Allegiance to the Flag. Council members present: Dresch, DuRussel, Way, Vaillencourt, Woods, Andrews and Chartrand. Council members absent: None. Also present were: Manager Wallace, Clerk Schaible, Ted Erickson (Process Results), Laura Seyfried (Manchester Community Resource Center), Nick Steinmetz (Manchester Community Schools), Linda Stevens, Dan Geyer (WWTP), Sgt Beth Gieske (WCSD), Ruth VanBogelen (Farmer's Market), Michael Parks (Men's Club) and Danelle Proctor (Manchester Township).

The minutes of the September 3rd, 2019 regular meeting were approved on a motion by Dresch, seconded by DuRussel. Motion carried.

AGENDA – The agenda was approved as amended: reversing the order of Old and New Business; replacing Old Business C) WWCA/ 215 E. Main with 3rd Thursday; adding New Business E) Planning Commission and 10A) Treasurer's Report; and deleting Reports: B) Parks; C) Planning Commission; D) DDA; E) Healthy Communities/Wellness Coalition; F) Healthy Communities/Wellness Coalition; G) Building; H) Personnel Committee; I) Finance Committee on a motion by Dresch, seconded by DuRussel. Motion carried.

PUBLIC PARTICIPATION-Michael Parks requested permission for the Men's Club to use ChiBro Park for their annual Christmas Tree sale. He reported that most details remain the same as in previous years except they may add a more visible "open" sign and may not be open on Mondays and Tuesdays. A motion was made by Andrews, seconded by Chartrand that permission be granted for November 25 through the time the trees are completely sold. Motion passed. Parks was reminded to call Miss Dig before installing the fence.

SPECIAL SESSION- CITY STATUS- Way shared his insight regarding cityhood and how it relates to the central business district. He noted how the introduction of shopping malls hurt downtowns and now, how internet sales have hurt shopping malls. Retail needs to continually reinvent itself and government cannot solve the issues. Village or city status has not and will not hurt or help the downtown business environment. Vaillencourt reminded Council of the \$7,000,000 investment the Village (with grants) has put into downtown infrastructure. She noted that the Council is obligated to look at cityhood and that the decision is the residents.

Wallace reported that he had met with the State regarding the city status process. He presented information regarding the new procedures. Wallace noted that he has signed a contract for a survey of the current Village boundaries as previously approved by Council. When the survey is complete it will be reviewed by the State Boundary Commission. He was told that the Boundary Commission does not change proposed boundaries. A motion was made by Dresch, seconded by Woods, that based on the recommendation of the Citizen's Advisory Commission and input from the public, the

Village proceed with attaining a current boundary survey, apply to the State for review and proceed to the petition process for cityhood. Roll call vote; ayes-all. Motion passed. Vaillencourt asked for public participation. Linda Stevens suggested that all the groups interested in sustaining Manchester's downtown work together. Vaillencourt noted that the DDA has invited downtown businesses and the Chamber to their January meeting which will be dedicated to a discussion of roles and how to work together.

NEW BUSINESS-

COMMUNITY RESOURCE CENTER CONTRACT- Laura Seyfried presented and reviewed CRC information and the annual report to the Village Council. She reported that Village residents account for 56% of the food pantry usage and that the Village is the only local government that contracts with the CRC. She noted upcoming CRC meetings, open houses and the Community Volunteer Recognition Dinner. A motion was made by Woods, seconded by Chartrand, that the Village enter into the contract with the CRC for the 2019/2020 fiscal year in the amount of \$3000. Roll call vote: ayes-all. Motion carried.

MANCHESTER COMMUNITY SCHOOLS HOMECOMING PARADE-Nick Steinmetz, MCS Superintendent, presented the request to close Main Street on October 11th at 5:00 pm for the homecoming parade. He noted that he will be coordinating with Sgt. Gieske. A motion was made by Woods, seconded by Andrews, that a rolling closure of Main Street be approved as outlined in the letter dated September 12, 2019. Motion carried.

FARMER'S MARKET-WINTER MARKET- Ruth VanBogelen presented the proposal to host a winter market at the Acorn Building at 327 W. Main Street. The market would run 3 days a week for 4 hours a day and be a fund raiser for the Acorn Farmer's Market and Cafe. It will also add a consignment model to the established vendor arrangement. A motion was made by Dresch, seconded by Chartrand that Ruth VanBogelen, Laura Wohlgemuth and Theresa Herron be approved to move forward with a winter farmer's market as outlined in the proposal dated September 16th, 2019. Motion passed.

SEWER PLANT IMPROVEMENTS- Dan Geyer, Manchester wastewater Treatment Plant Superintendent, reviewed information regarding system capital improvements needed in the next several years. He reported that concentrated efforts are needed for heavy inflows through the Riverside pump station and a headworks improvement. Geyer reviewed the long range improvement plan including: \$1,200,000 for headworks in 2022; \$1,100,000 Vernon St. force main improvements; \$800,000 to replace the Riverside pump station; and, if major growth occurs, 5 to 10 million dollars to convert the WWTP SBRs to MBRs. Ted Erickson, of Process Results, described the block building addition needed for the headworks that would handle the increased grit and flushed cleansing wipes. He and Wallace also explained possible funding options concluding that the most affordable is to use assistance from the Clean Water State Revolving Fund/Strategic Water Quality Initiatives Fund. A motion was made by Dresch, seconded by Woods, that the Village complete the Intent to Apply form required by the State as a prerequisite to application for CWSRF/SWQIF. Motion carried.

PLANNING COMMISSION- Vaillencourt reported that the current 7-member Planning Commission has only 4 active members, making it difficult to have a quorum for meetings. Council asked that advertisements be run for Planning Commission, Parks Commission and DDA members.

OLD BUSINESS-

WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGREEMENT- Wallace reviewed the updated memo of understanding allowing Washtenaw County Community

Mental Health to utilize designated space in the Village Hall to support the CARES program. A motion was made by Andrews, seconded by Woods, that the Village enter into the agreement. Roll call vote: ayes-all. Motion carried.

VACANT BUILDING ORDINANCE- Vaillencourt reviewed the current Dangerous Building ordinance as it may relate to a proposed downtown vacant building ordinance. Chartrand noted her preference to take a hardline on storefronts that have not been open for several years. Council discussed registering vacant buildings and penalties for not doing so. They also discussed possible building inspections for those that have been vacant for 180 days or more. Wallace noted that a civil infraction ordinance may be possible for portions of the ordinance penalties. Council agreed to work toward: defining “vacant”; researching the appropriate type of inspections; and seeking legal advice for an ordinance.

3RD THURSDAY- Vaillencourt reported that the ribbon cutting for the Raisin River Park and Shared Use Trail would take place this Thursday at 6:00pm. She also advised that Over the Edge will open their parking lot for two bouncy houses that evening. Over the Edge has offered to pay for one. A motion was made by Dresch, seconded by Woods, that the Village pay for a bouncy house not to exceed \$230. Roll call vote: ayes-all. Motion passed.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Handwritten “Impeach Vaillencourt, Firer Wallace” sign received via mail.
- Public Notice that Manchester Township will be holding a Watkins Lake State Park Trail informational meeting.
- PAC Manchester Suggested Improvements-2019
- Note from Joanne and Monty Okey supporting the Village becoming a city.

ACCOUNTS PAYABLE – Council reviewed the payables list. A motion was made by Dresch, seconded by Way, to approve for payment the list dated 09/16/2019 totaling \$171,979.23. Roll call vote: ayes-all. Motion carried.

TREASURER’S REPORT- The August 2019 Treasurer’s Report was acknowledged.

REPORTS

SHERIFF- Sgt. Beth Gieske introduced herself and expressed that she is looking forward to providing policing to a small community.

DPW- Geyer explained the new lead and copper rules and reported that the Village has submitted the required monitoring plan and has the distribution materials inventory almost complete. The next step will be planning replacement of lead and galvanized lines by 2025. Geyer also reported that the water tower inspection had revealed some improvements that will need to be included in the capital improvement plans over the next several years.

MANAGER- Wallace reviewed his report. He also explained the current accessory building ordinance and the issues it causes because attached garages are included in the calculations. He will ask the Planning Commission to look at updating the ordinance. Wallace noted the YMCA leadership forum requesting input from local leaders and will forward the information to Council members.

There being no further business, President Vaillencourt adjourned the meeting at 9:55pm.

Respectfully submitted,
Julie Schaible, Village Clerk